

SUBJECT: Proposal to Establish a Systems Development Staff in FBIS

CONCUR:

Deputy Director for Science and Technology

Date

DDS&T/FBIS, [redacted] (28Jul82)

25X1

Distribution:

Orig. - Addressee, return D/FBIS w/atts.

2 - DDS&T w/atts.

3 - Retained in FBIS

1 - [redacted] Correspondence file w/atts.

1 - D/FBIS Chrono w/atts.

1 - FBIS Registry w/atts.

25X1

ATTACHMENT A

ORGANIZATION

The proposed Systems Development Staff would be headed by a senior systems/planning officer to be designated Special Assistant to D/FBIS for Systems Development. Officers now assigned to Systems Coordination Branch would be absorbed into the new staff.

Initially the staff would also include two project managers and a systems coordinator for each of the three groups in FBIS. If the need arose for additional personnel, e.g., data base managers, project engineers, these would also be assigned to the staff as required.

Initial Staffing Complement

Chief, Systems Development Staff	SIS-1/2
Senior Project Manager	GS-15
Project Manager	GS-14
Operations Group Coordinator	GS-14
Production Group Coordinator	GS-13/14
Analysis Group Coordinator	GS-13
Systems Analyst (ODP Rotational)	GS-14
Systems Analyst	GS-13
Systems Analyst/Computer Programmer	GS-12
Secretary	GS-7/8

CONFIDENTIAL

ATTACHMENT B

FUNCTIONS

1. Advise D/FBIS on systems requirements and programs.
2. Develop automated systems for FBIS' FY-84 program and follow-ons.
 - Automate data base for media analysis
 - Automate JPNS production
 - Field text editing
3. Direct Development of MIDAS Phase II.
4. Prepare budget proposals on systems related items.
5. Represent FBIS on ADP contract matters.
6. Coordinate FBIS ADP projects with ODP, ORD, and other components.
7. Develop management support systems.

CONFIDENTIAL